

**Nursing Care Quality Assurance Commission
Licensing and Disciplinary Sub Committee
June 23, 2008 Point Plaza East
310 Israel Road SW
Tumwater, WA 98501
Telephone Conference Call**

Members: Jackie Rowe, Chair
Bill Hagens
Rick Cooley
Susan Wong

Staff: Donna Rogers
Teresa Corrado
Mary Dale

Members present: Jackie Rowe, Chair
Bill Hagens
Susan Wong

Staff present: Mary Dale
Donna Rogers

Call to order

Jackie Rowe called the meeting to order at 7:05pm.

Approval of minutes from April 2008

The minutes for April and the special June 12 meeting were not sent out to the members. They will be sent and any corrections will be made at the July NCQAC meeting.

Old Business

1. **HPQA Procedure 212 – Imminent Danger:** This procedure was assigned to the subcommittee to review and make a recommendation regarding NCQAC adoption of the procedure.

DECISION: A recommendation to adopt will be presented at the September NCQAC meeting.

2. **HPQA Procedure 205 – Below Threshold Criteria:** This procedure was assigned to the subcommittee to review and make a recommendation regarding NCQAC adoption of the procedure. In discussion, there was confusion over #8 “After investigation, CMT decides (for secretary professions), and recommends (for boards and commissions) whether the complaint should be...” The nursing commission does not present case

dispositions at CMT, it is only for authorizing of investigations. It would be appropriate to call this "case disposition panel" rather than CMT.

DECISION: A recommendation to adopt, with the change from CMT to Case Disposition Panel, will be presented at the September NCQAC meeting.

3. Approval for new evaluator list for 18.130.170 evaluations update:

Mary reported that 230 letters were sent to psychologists in eastern Washington. We have received 6 applications to date, with the cut off date of 7/15/08. Bill agreed to evaluate the applications to ensure they meet the commission's requirements, and present the results to the subcommittee at the August meeting. After 7/15, Mary will send the applications, along with the criteria, to Bill for review.

4. Self evaluation for the risk of substance abuse: Bill is working with National Council on this issue. He is looking for a national model. Bill will continue to research the issue and discuss with Teresa. **DECISION:** Add to the strategic plan.

5. Strategic Plan: All items from the current strategic plan have either been completed, or it has been determined they will not be done.

New Business

1. Adding standard language to orders stating a respondent on probation may not teach: This suggestion was made by Usrah Claar-Rice, Nurse Education Advisor. Discussion followed whether this should be standard language in all orders, or if it should be an option on the Sanctions Worksheet. The discussion expanded to the worksheets and the forms used in compliance, and potential revisions. The compliance officer will provide the forms and attend the subcommittee meeting when this issue is discussed.

DECISION: Add two items to the strategic plan. Consider adding standard language that a respondent on probation may not teach; and review of the worksheets and forms identified on the worksheet.

2. Prioritizing exception applications: Mary brought this up as an issue for the subcommittee to brainstorm and find solutions. Currently, applications that are investigated go to an RCM for review, and then are presented at a monthly Case Disposition Panel. The amount of time some applicants wait for their credential could be reduced by several months by using the weekly CMT panel as a Case Disposition Panel.

DECISION: Add to the strategic plan.

3. Disciplinary Guidelines Statistics: Jackie is on the HPQA Sanction Guidelines Committee to review compliance with the guidelines. At their

first meeting, there was concern over Tier C in standard of practice issues. MCQAC shared a draft revision of the guideline with the committee. Paula has asked the subcommittee to review the individual cases that were not within the guidelines. Mary will send out the document with this information. Jackie will send out the draft MCQAC document.

DECISION: Add to the strategic plan.

4. NCQAC Procedure B01.01 Photocopying of Licenses:

DECISION: Add to the strategic plan. Defer to the July meeting.

DRAFT